

TWDC Board of Directors Meeting Minutes

VIDEOCONFERENCE Meeting

April 16, 2020

Board Members present: Kate Carden, LerVal Elva, Ann Marie Riley, Josh Wright, Brian Hannon, Brad Hauber, Dan Cotter, Seronica Powell, Casey Ward, Christopher Roy, Lynn McLaughlin-Murray, Jaime Delet, Joe Chura, Rich Sosenko and Carolyn Bentley

TWDC Staff Present: Cory Riordan, Executive Director

1. Kate called the meeting to order at 6:35 pm. Kate thanked our Board of Directors for meeting on Zoom due to the COVID-19 pandemic.
2. Approve February 2020 Meeting Minutes
 - The February meeting minutes were reviewed. Jaime motioned to approve the minutes, and Dan seconded the motion and the minutes were unanimously approved.
3. DISCUSSION/ACTION ITEM: Annual Meeting Changes
 - Kate and Cory began a discussion on the annual meeting and the changes that we needed to make to be able to convene the annual meeting. Both the Ohio regulations and CDC guidelines prevent us from having our annual meeting in our usual manner with over 200 people in attendance. There was a discussion that our bylaws do not contemplate the pandemic, but that we could take direction from the State of Ohio and the manner in which the primary election took place by mail in and remote voting.
 - Cory proposed that we send out candidate information, and a ballot to all TWDC members. We would open the annual meeting for a day and provide information on the meeting throughout the day on social media platforms. Cory suggested the area in front of TWDC on Professor to allow for drop off ballots and that we would provide gift cards for a meal – in hopes of increasing participation from TWDC members as well as supporting our locally-owned restaurants. There was also a discussion of counting ballots and verifying results with long-term storage of ballots in the case of any contesting of the election results.
 - Lerval provided an update on our Board Candidates and reporting that the last couple candidates were in the process of submitting required paperwork, and that we would have enough candidates for the open seats.
 - After much discussion, Lynn made a motion in support of drop off balloting, with the meeting being held on social media and providing gift cards to local restaurants to voters. LerVal seconded the motion, and the Board members voted unanimously to hold our meeting in this manner due to the pandemic.
4. DISCUSSION ITEM: Payroll Protection Program (PPP)
 - Cory discussed the Payroll Protection Program (PPP) and the impact that it could have for TWDC. The PPP is part of the Cares Act, and provides funding to cover any loss of revenue or increased expense due to the pandemic. Cory will be applying for the CARES Act through Dollar Bank for about \$95,000.
5. DISCUSSION ITEM: COVID19 Response

- Cory reviewed with Board members that staff are working at home during this time, with remote access on laptops. Cory is in regular discussions with staff members on weekly assignments and progress on projects.
- Scott and Dharma are contacting block clubs with offers of continuing meetings on Zoom. Several TWDC committees, including Economic Development, Finance and Executive Committees, have had Zoom meetings to insure continued progress.

6. DISCUSSION ITEM: Financials

- Lynn and Seronica reviewed both the TWDC and 2406 Financials for February 2020. Cash flow in the short term is good, and financials including the balance sheet and the profit and loss statements are as expected. However, our finance committee did comment on the potential loss of revenues due to issues related to the pandemic. For instance, there are several events that provide cash flow for the organization that are either cancelled or in jeopardy of cancellation such as the Tremont Trek, Taste of Tremont and Celebrate Tremont. Our finance committee is in full support of the PPP application due to these concerns about revenue in the coming year.
- Joe made a motion to approve the February 2020 financials, LerVal seconded and the financials were approved.

7. Executive Director Report

- Cory provided a report on the following subjects as part of his Executive Director report:
 - Cleveland Neighborhood Progress (CNP) Strategic Investment Initiative 2020-2023 Program Cycle
 - Our CNP quarterly grant disbursement of \$26,875 deposited April 1,
 - Our second largest funder, Cleveland Neighborhood Progress, funded us for another 3-year cycle. However, we did receive a cut in the overall funding. Our joint funding with Ohio City Inc. is going from \$215,000 per year to \$175,000 per year beginning July 1. Split evenly that is a drop from \$107,500 per organization per year to \$87,500. This will be a \$20,000 reduction to TWDC next year's budget.
 - RFP Free Community Programs
 - TWDC will be speaking with our funder, Arcelor Mittal, about potentially switching their funding to program support for Arts in August and Tremont Arts and Culture Fest.
 - Businesses
 - TWDC has been posting and emailing businesses with local, state and federal assistance programs. We are reaching out with phone calls (over 130) and surveying businesses with partners (80+ businesses have responded) as to what they need now and what they will need in order to open and return to business.
 - Keeping track of the businesses that are offering carry out and are participating in the #TakeoutTuesdaysCLE and #ShopSaturdaysCLE promotions, and posting on social media.
 - We are helping businesses navigate the CARES Act and programs such as Payroll Protection Program.
 - Residents
 - Community organizers have been staying in touch through emails with block club chairs and members. We have also posted resources for residents on social media. We will reach out by phone to residents in the community, focusing especially seniors, to check in on them and identify potential needs. We have

identified over 250 phone calls to make and have been doing them for the past week and a half.

- Residents- #TimeOutTogether- encouraging residents to step outside at 7 pm to wave to their neighbors and check in on each other while keeping social distance.
- Social Service Agencies – TWDC has been in touch with social service agencies and churches to check in on the resources they provide to the community. We have created a food pantry and food service guide that we have distributed electronically. We have also helped the agencies with critical needs. We posted for Merrick House’s Mom’s First program and it raised \$3500 for the program and many drop offs of supplies (diapers, etc.)
- Future Programming Impacts
 - Tremont Trek has been canceled for 2020 due to time constraints on planning and homeowners not wanting hundreds of people moving through their homes.
 - Tremont Farmers Market will most likely delay the Farmers Market start date to June, which is a few weeks more of a delay. Currently, Farmers Markets are considered essential businesses and can operate during the stay-at-home order, but to make sure the market is a success and is being operated safely, we taking some extra time.
 - Taste of Tremont- As you know, this is a large and well-attended public event. We are hopeful that we will be able to host in July, but are monitoring the situation and the ability and time to fundraise for an event this size. Also, MetroHealth is the sponsor and was locked in for this year, but Cory will need to touch base with Metro to determine how they will handle their sponsorship this year.
 - Special Improvement District - Cory had a conference call with the City about the SID. At this time, it is recommended that we wait until 2021 to pursue a SID for 2022. In light of the current business environment, adding additional special assessments on property owners/businesses does not seem like it will be a popular idea.
- Financials
 - Community Development Block Grants (roughly \$25,400) is sending one month advance checks out in hopes of delaying any cash flow issues due to the pandemic.
 - CNP quarterly grant disbursement of \$26,875 deposited April 1.
 - CDBG application and funding for 2020-2021 - We have not heard as to our award yet. It is Cory’s understanding through the Director of Community Development that they have a legally binding agreement from HUD for next year already in place. This does not mean that there will not be additional delays in receiving payments and we are looking into that as well.
 - City of Cleveland CDBG- PY2020 Budget accepted by HUD, which includes:
 - \$21 million CDBG with \$7.4 million earmarked for Community Development Corporations (CDC’s)
 - \$4 million HOME funds
 - \$1.8 million homelessness
 - \$320,000 HOPWA
 - We have yet to hear back about our award for the next year. We submitted for a sustaining amount of funding. The funding for Cleveland is flat from last year.
 - CARES Act – COVID19 funds

- \$12.7 million CDBG funds, with no public service cap
- \$6.4 million ESG (emergency services grant) for homeless populations/emergency response
- \$229,000 HOPWA
- We would qualify for additional program funding from the \$12.7 million. The City was requesting information on programs we would like to see funded. Cory requested an Economic and Job Development Coordinator and \$100,000 of grant funds for small businesses hiring low-moderate income individuals.

8. DISCUSSION ITEM: Board Evaluations

- Kate requested that the Board go into Executive Session to discuss the Board Evaluation of Cory, our Executive Director. All attendees that are not Board member left the meeting for this Executive Session.
- Lerval reviewed the results of the Board evaluations of Cory Riordan, our TWDC Executive Director. The evaluation was positive overall, and the remainder of the discussion was recorded in Executive session notes.

9. ADJOURNMENT: Jaime made a motion to adjourn, Dan seconded and our meeting was adjourned at 8:25 pm.